

YADKIN COUNTY BOARD OF COMMISSIONERS

RECESSED SESSION MINUTES

Tuesday, March 31, 2020

The Board of Commissioners of the County of Yadkin, State of North Carolina, met in Recessed Session in the Commissioners' Meeting Room of the Yadkin County Human Resources Building located at 217 East Willow Street, Yadkinville, NC on March 31, 2020 at 9:00am.

Present were:

Chairman Kevin Austin
Vice Chairman David Moxley
Commissioner Gilbert Hemric
Commissioner Marion Welborn
Commissioner Frank Zachary

Staff present: County Attorney, Ed Powell; County Manager, Lisa Hughes; and Clerk to the Board, Tanya Gentry.

Chairman Austin called the recessed Meeting back into Session on March 31, 2020 at 9:00am.

Human Services Update

Jessica Wall addressed the Board. The United States has 140,904 positive coronavirus (COVID-19) cases and 2,405 people have died. North Carolina has 1,307 positive cases, 6 people have died, and 20,864 tests have been completed. Yadkin County has 3 positive cases and 79 tests have been completed. There have not been any coronavirus deaths in Yadkin County. North Carolina is following Federal guidelines and prioritizing who should be tested if they are displaying symptoms compatible with COVID-19. The people who should be tested are hospitalized patients, health care workers and first responders, and patients who are at high risk. Clinicians are being told not to test people who have symptoms that can be managed at home without any further assessment or care. The people with manageable symptoms are being told to remain at home until they have recovered. If their symptoms get worse and become unmanageable while they are trying to recover at home then they need to contact their medical provider immediately. Chairman Austin asked, if a Yadkin County resident goes to a Forsyth County medical provider for testing, which County does the test get reported in? Jessica Wall said the test would be reported in Yadkin County. Communicable Disease reports are based on the patient's county of residence. Jessica Wall said the North Carolina Department of Health and Human Services has added a lot of additional information to their coronavirus/COVID-19 dashboard website. Yadkin County Human Services is working on making sure the County website is updated as soon as possible when any new information on cases in Yadkin County comes in. Chairman Austin asked what the next steps are when Human Services is notified that a Yadkin County resident has tested positive. Jessica Wall said that Human Services contacts the person and speaks with them about their symptoms and the importance of staying home. Human Services asks the person about where they went and who they came into contact with during the 14 days prior to the day they became symptomatic. Human Services uses that information for contact tracing. It helps them to determine how the person may have contracted the coronavirus and who the person may have exposed to the coronavirus. Human Services has to follow all the HIPPA privacy requirements until a person tests positive for a communicable disease, like the coronavirus. After a person tests positive, there are communicable disease patient privacy requirements that have to be met. Human Services is in constant communication with the State for guidance on how much information about the coronavirus cases should be released. Some counties are concerned that people from places where the coronavirus is spreading rapidly, like Florida or New York, may come and stay somewhere in North Carolina because the coronavirus isn't as prevalent here. That is causing some counties to restrict people from using short-term rentals and/or vacation homes.

County Operations Update

County Manager Hughes addressed the Board. All of the library branches in Yadkin County closed late last week. Yesterday Cooperative Extension received some direction from the UNC System on how the agents are to be paid if they continue to work in the office. If a Cooperative Extension agent is at a specified level they can continue to work in the office and receive their regular rate of pay. Agents who are at a lower level of experience then was specified can work in the office but they are to be paid time and a half. Bryan Cave

and County Manager Hughes talked and a decision was made for the Cooperative Extension employees to work remotely from home. People can reach them by phone, email, and other electronic means so they don't have to come into the office. The Agricultural Building has basically closed to the general public. The banquet rooms are not being rented out since mass gatherings of more than 10 people are currently prohibited. The USDA had already closed their offices to the public and now the Cooperative Extension employees will not be in the office. Soil & Water and the North Carolina Forestry Service has some staff that are coming into the office. A sign has been placed on the Agricultural Building's door that provides the public with information on how to contact the appropriate person if they need services from one of the departments/agencies that are located in the building.

There was some discussion about the County Parks at the last recessed meeting. The boat and kayak rentals have stopped at Memorial Park. This past Sunday the restrooms at all the County Parks were closed. The fishing piers are being monitored. Over the weekend there were about 20 people on a fishing pier at Memorial Park. The Parks & Recreation staff cannot allow that many people to be on a fishing pier because it violates the social distancing and mass gathering guidelines that are in the Governor's Executive Order. Staff is considering the best ways to limit the number of people on the fishing piers. A sign can be put up that says the fishing pier is limited to 10 people. Staff can mark off spots every 6 feet on the fishing piers that indicate where people should stand. If the fishing piers still continue to be overcrowded then the County may have to close them to the public. At Memorial Park concessions are being sold and people who bring their own boat or kayak have to pay a boat launch fee. To limit the number of person-to-person interactions as much as possible, the County is going to stop selling concessions there and County Manager Hughes requested that the Board consider temporarily waiving the boat launch fees. If the boat launch fees are waived the staff will still keep track of who is on the Lake by writing down their information when they go to launch their boat or kayak. The County staff will continue to sell Wildlife Licenses at Memorial Park; usually only four or five Licenses are sold a week. The Board discussed the use of a drone. A drone could be beneficial to Parks & Recreation, EMS and the Sheriff's Office. It could possibly help other Departments also. The County has previously looked at drones and the costs associated with them were high. The Board would like the County to look into the current costs of getting a drone. The County should check to see if there is currently any grant funding that is available that could be used to purchase a drone.

The County is going to temporarily stop accepting cash payments in all of the Departments except for Solid Waste and the Tax Office. The Tax Office is required by Statute to accept cash payments so people can still pay their taxes by cash, check, credit card, or debit card. The majority of people pay Solid Waste fees in cash so Solid Waste will continue to accept cash, credit card, debit card, and check payments. The other Departments will only accept credit card, debit card, and check payments.

The Statute pertaining to daily deposits has been changed. The Statute previously authorized the Board of Commissioners to require funds be deposited in the bank when the amount of money collected reaches \$250.00 or more. The Statute now authorizes the Board of Commissioners to require funds be deposited in the bank when the amount of money collected reaches \$500.00 or more. The County's policy concerning cash on hand followed the Statute so the County currently requires a deposit be made when the money collected reaches \$250.00. County Manager Hughes requested the Board increase the amount of the daily deposit requirement to \$500.00 to match what is currently stated in GS 159-32. The Departments are currently making daily deposits, even if the amount of the deposit is less than \$250.00, so if the Board approves increasing the deposit requirement amount to \$500.00 it will not prevent the Departments from continuing to make daily deposits.

Vice Chairman Moxley made a motion to waive all boat launch fees through April 30, 2020.

Commissioner Hemric second.

Vote: 5/0.

Commissioner Zachary made a motion to authorize daily deposits at a maximum of \$500.00 to be in compliance with North Carolina General Statute 159-32. Commissioner Welborn second.

Vote: 5/0.

Essential Position Designation

County Manager Hughes addressed the Board. The Governor's Executive Order 121 contains information about essential governmental operations. It also states that "each government body shall determine its

Essential Governmental Operations and identify employees and/or contractors necessary to the performance of those functions”. County Manager Hughes has reviewed State and Federal information concerning essential governmental operations and she has spoken with the Department Directors. She considers all of the services that Yadkin County provides to be essential. Some of the services the County provides are also mandated by Statute. All of the County’s employees are essential to the performance of essential governmental operations. Employees who are deemed as being essential will be able to continue coming in to work. Some of the essential employees won’t come into the office five days a week because they may be working a rotating schedule or they may be working remotely from home. Employees who are deemed as being non-essential will have to stay home and they won’t be working. The Board discussed whether or not any of the County’s employee positions should be deemed as non-essential. The consensus was that all of the County’s services are essential and all of the employees and contractors should be deemed as essential to providing those services.

Commissioner Welborn made a motion to deem all Yadkin County operations as essential and all Yadkin County full-time and part-time positions as essential and to authorize the County Manager to make determinations on a case by case basis as necessary. Commissioner Zachary second.

Vote: 5/0.

Commissioner Hemric made a motion to deem all contracts held by Yadkin County with independent contractors to be essential to operations. Vice Chairman Moxley second.

Vote: 5/0.

State of Emergency

Yadkin County, Anson County, and Robeson County are currently the only counties that have not declared a State of Emergency. A State of Emergency may be needed in Yadkin County because it would authorize the County Manager to go ahead and act on certain things instead of having to wait for the Board to meet and take action. The Board discussed it and the consensus was to declare a State of Emergency.

Budget Amendments

The Board reviewed the budget amendments that the County Manager handed out. The budget amendments are as follows:

EMS Services/Fire Marshal Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Salaries & Wages	1054340-51010	85,810	(11,000)	74,810
Salaries & Wages Part-Time	1054340-51030	18,000	11,000	29,000

A transfer of funds is needed to cover the part-time employee costs for the remainder of the fiscal year.

Finance/ROAP Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
ROAP Elderly & Disabled Transportation	1045800-44640	60,413	10,308	70,721
ROAP RGP	1045800-44641	71,913	12,405	84,318
ROAP Employment	1045800-44643	10,115	1,556	11,671
ROAP EDTAP – YVEDDI	1055800-57190	60,413	10,308	70,721
ROAP RGP – YVEDDI	1055800-57106	71,913	12,405	84,318
ROAP Employment – YVEDDI	1055800-57105	10,115	1,556	11,671

A budget amendment is needed to bring in additional ROAP funding. The amount the County received was more than was originally budgeted.

Human Services/Health Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Child Health Salary	1055160-51010	85,860	(9,000)	76,860
Child Health Social Security	1055160-51300	5,340	(500)	4,840
Child Health Retirement	1055160-51330	7,765	(750)	7,015

Child Health 401K	1055160-51360	865	(300)	565
Maternal Health Salary	1055163-51010	54,925	(9,500)	45,425
Maternal Health Social Security	1055163-51300	3,420	(550)	2,870
Maternal Health Retirement	1055163-51330	4,975	(125)	4,850
Nursing Medical Salary	1055111-51010	64,075	15,500	79,575
Nursing Medical Social Security	1055111-51300	3,985	900	4,885
Nursing Medical Retirement	1055111-51330	5,800	1,100	6,900
Nursing Medical Lab	1055111-52035	500	500	1,000
Family Planning Salary	1055164-51010	66,900	2,500	69,400
Nursing Medical Medicare	1055111-51310	935	225	1,160

A transfer of funds is needed to cover salary expenses for the remainder of the fiscal year.

Human Services/DSS Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Group Insurance	1055300-51350	514,960	(14,140)	500,820
Retiree Insurance	1055300-51355	69,700	14,140	83,840

A transfer of funds is needed to cover the costs of retiree insurance for the remainder of the fiscal year.

Sheriff's Office Budget Amendment

Line Item	Account	Current Budget	Increase/ (Decrease)	New Budget
Sheriff Full-Time Salaries & Wages	1054310-51010	1,878,821	(12,000)	1,866,821
Sheriff Part-Time Salaries & Wages	1054310-51030	40,000	12,000	52,000
Communication Full-Time Salaries & Wages	1054311-51010	472,070	(4,000)	468,070
Communication Part-Time Salaries & Wages	1054311-51030	20,000	4,000	24,000

A transfer of funds is needed to cover salary expenses for the remainder of the fiscal year.

Vice Chairman Moxley made a motion to approve the budget amendments as presented.

Commissioner Zachary second.


Vote: 5/0.

The Board discussed canceling the April 6, 2020 regularly scheduled Board of Commissioners Meeting and the possibility of holding the April 20, 2020 Board of Commissioners Meeting virtually through the use of Zoom. **Commissioner Zachary made a motion to cancel the regularly scheduled April 6, 2020 Board of Commissioners Meeting. Commissioner Welborn second.**

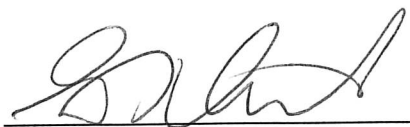
Vote: 5/0.

Commissioner Hemric made a motion to adjourn. Commissioner Welborn second.

Vote: 5/0.


Prepared by Tanya Gentry
Clerk to the Board

5/18/2020
Date approved by the
Yadkin County Board of Commissioners


Kevin Austin, Chairman
Yadkin County Board of Commissioners